

COMPENSATION BOARD DOCKET #18/10

April 25, 2018

307-18-10: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFFS/ SUPERINTENDENTS	04-17-18 Officers request to transfer Vacancy Savings to Office/Temporary funds.	-0-	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

IPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
087	307	Henrico County	4/17/2018	Vacancy Savings	Temporary	\$33,630.51	\$33,630.51
137	307	Orange County	4/19/2018	Vacancy Savings	Office Expense	\$26,084.91	\$26,084.91
143	307	Pittsylvania County	4/6/2018	Vacancy Savings	Office Expense	\$163,390.68	\$163,390.68
405	307	Albemarle/Charlottesville JSC	4/13/2018	Vacancy Savings	Temporary	\$12,564.03	\$12,564.03
450	307	Rappahannock Sec. Center	4/16/2018	Vacancy Savings	Temporary	\$258,761.83	\$258,761.83
465	307	Riverside Reg. Jail	4/18/2018	Vacancy Savings	Office Expense	\$76,388.00	\$76,388.00
475	307	Hampton Roads Reg. Jail	4/17/2018	Vacancy Savings	Office Expense	\$104,830.33	\$104,830.33
480	307	New River Reg. Jail	4/17/2018	Vacancy Savings	Office Expense	\$50,363.91	\$50,363.91
485	307	Blue Ridge Regional Jail	4/19/2018	Vacancy Savings	Temporary	\$65,849.98	\$65,849.98
492	307	Southwest Reg. Jail	4/17/2018	Vacancy Savings	Temporary	\$26,951.74	\$26,951.74
495	307	Meherrin River Reg. Jail	4/13/2018	Vacancy Savings	Office Expense	\$131,067.41	\$131,067.41
496	307	RSW Reg. Jail	4/13/2018	Vacancy Savings	Office Expense	\$57,235.41	\$57,235.41
650	307	Hampton Roads Reg. Jail	024/16/18	Vacancy Savings	Office Expense	\$313,815.21	\$313,815.21
680	307	Lynchburg City	4/2/2018	Vacancy Savings	Temporary	\$14,631.74	\$14,631.73
710	307	Norfolk City	4/4/2018	Vacancy Savings	Temporary	\$121,740.73	\$121,740.73
760	307	Richmond City	4/19/2018	Vacancy Savings	Office Expense	\$701,103.76	\$691,103.76
770	307	Roanoke City	4/17/2018	Vacancy Savings	Temporary	\$131,112.34	\$30,000.00
770	307	Roanoke City	4/17/2018	Vacancy Savings	Office Expense	\$0.00	\$101,112.00
						\$1,266,687.25	\$1,266,686.90

307-18-10: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LYNCHBURG CITY	SHERIFF	<p>4-5-18 Officer requests to transfer the remaining annual salary of vacant position 00028, CS7, in the amount of \$7,907.25 to Temporary Funds. This is equivalent to the pro-rated salary of position 00028, at an annual salary of \$31,629 from April 1, 2018 to June 30, 2018.</p> <p>The Compensation Board notes that due to the position reallocation policy, this office must hold the position vacant in FY18. However, vacancy savings from the position held vacant may be transferred to another budget category for expenditure.</p>	-0-	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
ROCKBRIDGE COUNTY	SHERIFF	<p>04-9-18 Officer requests to transfer \$3,661 (pro-rated \$610.17) from base Temporary funds to increase the salary of position 00027 from \$38,037 to \$41,698 effective May 1, 2018. The salary requested is within Compensation Board policy.</p>	-0-	The Compensation Board approved a transfer of \$3,661 (pro-rated \$611) from base Temporary salaries funds to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's base Temporary funds budget in the current as well as subsequent fiscal years.

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Requested Salary	Amount Requested	Pro-Rated for FY18
163	307	Rockbridge	4/9/2018	Temporary	L9	Pos. 00027	\$38,037	\$41,698	\$3,661	\$610.17
Totals							\$38,037	\$41,698	\$3,661	\$610.17

CLARKE COUNTY	SHERIFF	<p>04-03-18 Officer requests to amend the FY19 budget to include his certification of participation in the Accreditation/Sheriffs' Career Development program, and states that he met all criteria of the program.</p> <p>Officer states that he originally certified he did not participate in the Career Development Program as neither he nor his staff was able to attend the annual Compensation Board sponsored Lawful Employment Training in CY17. However, the officer submitted an alternate class for approval and the class qualified as a substitution for the Lawful Employment Practices training. Therefore, the officer actually is able to certify that he meets all criteria of the Sheriffs' Career Development program.</p>	-0-	Compensation Board approved the Officers' request to amend his budget request to include his certification of eligibility for the Sheriffs' Accreditation Career Development Program with all other sheriffs' program certifications for CDP as an exception to policy, based upon specific conditions as stated by the Officer. Approval of pay raises associated with certification of the CDP will be considered with all office certifications during the budget approval process for FY19.
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307-18-10: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHESAPEAKE CITY	SHERIFF	<p>4-13-18 Officer requests funding for 58 new positions allocated by the Compensation Board to staff the jail expansion project. The facility will begin housing inmates in the new section of the facility on June 15, 2018.</p> <p>The Sheriff requests funding for the positions beginning May 1, 2018, in the amount of \$318,673.26, in accordance with the provisions of Chapter 836, Item 69. Paragraph D. of the 2017 Acts of Assembly, which provide for funding up to 45 days prior to opening to allow for the employment of staff for training purposes where budgeted funding exists due to a delay in opening beyond the funded date.</p> <p>Staff notes that funding appropriated for these positions was based upon an anticipated opening date of February 15, 2018.</p>	\$318,673.26	Approved in accordance with Item 69, Paragraph D. of Chapter 836 for funding effective May 1, 2018. The Compensation Board notes that further delays in opening the new capacity beyond June 15 will result in a change in the approved funding date to no sooner than 45 days prior to the final opening date.

772-18-10: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	<p>April 5, 2018 Offices request to transfer the remaining salaries of the following vacant positions to Temporary funds.</p> <p>Officers state they do not intend to fill these vacant positions in FY18.</p>	\$0.00	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Pro-Rated Amount Requested
710	772	Norfolk City	4/5/2018	pos. 00054	ATTI	Temporary	55,046	13,761.50
820	772	Waynesboro City	4/12/2018	pos. 00005	PA	Temporary	25,422	6,355.50
		Grand Total					80,468	20,117.00

VARIOUS	COMMONWEALTH'S ATTORNEY	<p>April 12, 2018 Officers request to transfer Vacancy Savings to Temporary and Office Expense funds, as shown.</p>	\$0.00	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
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FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
059	772	Fairfax County	4/17/2018	Vacancy Savings	Temporary	64,752.25	\$64,752.25
153	772	Prince William County	4/12/2018	Vacancy Savings	Office Expense	26,905.58	\$26,905.58
650	772	Hampton	4/18/2018	Vacancy Savings	Temporary	101,626.85	\$53,142.91
650	772	Hampton	4/18/2018	Vacancy Savings	Office Expense	101,626.85	\$30,000.00
740	772	Portsmouth City	4/10/2018	Vacancy Savings	Office Expense	48,019.97	\$48,019.97
820	772	Waynesboro City	4/12/2018	Vacancy Savings	Office Expense	27,297.77	\$27,297.77
		Totals				370,229.27	250,118.48

MARTINSVILLE CITY	COMMONWEALTH'S ATTORNEY	<p>April 12, 2018 Officer requests to reimburse the City of Martinsville for Defense Counsel costs incurred in the amount of \$12,900.00, in accordance with §15.2-1606.</p> <p>Officer states that after being advised by the Division of Risk Management this was not a case for which they could provide counsel or coverage because the suit was seeking declaratory relief and not monetary relief, he petitioned the Circuit Court Judge to appoint Ward Armstrong as counsel.</p>	\$12,900.00	The Compensation Board approved reimbursement to the City of Martinsville in the amount of \$12,900 pursuant to §15.2-1606.
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772-18-10: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PETERSBURG CITY	COMMONWEALTH'S ATTORNEY	<p>April 10, 2018 Officer requests to transfer Office Expense funds in the amount of \$24,957.63 to Equipment to fund the cost of the following items.</p> <p>Officer states the City of Petersburg does agree to fund the stressed cost of these purchases and the laptops do meet the Compensation Board minimum criteria.</p> <p>Officer also states she understands that approved funds must be claimed for reimbursement no later than the May payroll reimbursement.</p>	\$0.00	<p>Approved stressed cost as noted in the chart, per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.</p> <p>Equipment purchases must be requested for reimbursement no later than the May 2018 payroll and expense reimbursement request.</p>

FIPS	Locality Name	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost Approved
730	Petersburg City	Laptop	1	\$1,199.99	\$1,199.99	1	\$1,199.99	\$1,199.99	\$1,139.75
730	Petersburg City	Laptop	1	\$1,649.99	\$1,649.99	1	\$1,649.99	\$1,649.99	\$1,567.16
730	Petersburg City	PCs	2	\$2,179.97	\$4,359.94	2	\$1,200.00	\$2,400.00	\$2,279.52
730	Petersburg City	Printer	3	\$319.99	\$959.97	3	\$319.99	\$959.97	\$911.78
730	Petersburg City	Printer	3	\$299.99	\$899.97	3	\$299.99	\$899.97	\$854.79
730	Petersburg City	Fax	1	\$599.99	\$599.99	1	\$599.99	\$599.99	\$569.87
730	Petersburg City	Scanner	1	\$499.99	\$499.99	1	\$499.99	\$499.99	\$474.89
730	Petersburg City	Calculators	12	\$59.95	\$719.40	11	\$59.95	\$659.45	\$626.35
730	Petersburg City	Calculator	1	\$85.79	\$85.79	1	\$85.79	\$85.79	\$81.48
730	Petersburg City	Flash Drives	6	\$38.39	\$230.34	6	\$38.39	\$230.34	\$218.78
730	Petersburg City	Shredder	1	\$7,740.00	\$7,740.00	1	\$500.00	\$500.00	\$474.90
730	Petersburg City	Server	1	\$5,191.54	\$5,191.54	1	\$5,191.54	\$5,191.54	\$4,930.92
730	Petersburg City	Docking Stations	1	\$255.19	\$255.19	1	\$255.19	\$255.19	\$242.38
730	Petersburg City	Hard Drives	7	\$80.79	\$565.53	6	\$80.79	\$484.74	\$460.41
	Petersburg City Total				\$24,957.63		\$11,981.59	\$15,616.95	\$14,832.98

772-18-10: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	<p>April 10, 2018 Officers request to transfer Vacancy Savings to Equipment to fund the cost of the following items.</p> <p>Officers state the laptops do meet the Compensation Board minimum criteria and their localities do agree to fund the stressed cost of these items.</p> <p>Officers also state they understand reimbursement for any approved funds must be claimed for reimbursement no later than the May payroll reimbursement process.</p>		\$0.00	<p>Approved stressed cost as noted in the chart, per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.</p> <p>Equipment purchases must be requested for reimbursement no later than the May 2018 payroll and expense reimbursement request.</p>

FIPS	Locality Name	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost Approved
015	Augusta County	Laptop	1	\$2,600	\$2,600	1	\$2,200	\$2,200	\$1,345.30
	Augusta County Total				\$2,600		\$2,200	\$2,200	\$1,345.30
770	Roanoke City	Docking Stations	5	\$130	\$650	5	\$130	\$650	\$563.12
770	Roanoke City	Laptops	5	\$1,120.40	\$5,602	5	\$1,120.40	\$5,602	\$4,853.57
	Roanoke City Total				\$6,252		\$1,250.40	\$6,252	\$5,416.69

773-18-10: CIRCUIT COURT CLERKS

CONSENT DOCKET

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WYTHE COUNTY	CIRCUIT COURT CLERK	<p>April 2, 2018 Acting Officer requests additional Temporary Funding in the amount of \$11,803.50. This is equivalent to the annual salary of position 00004, CDCI, at \$47,214 from April 1, 2018 to June 30, 2018. The election will be held on November 6, 2018.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00004, CDCI is not vacant during the period in which I am the Acting Circuit Court Clerk, consequently funds cannot be transferred from this position.</p>	\$0.00	Approved at no additional cost to the Compensation Board.
PRINCE EDWARD COUNTY	CIRCUIT COURT CLERK	<p>April 2, 2018 Acting Officer requests additional Temporary Funding in the amount of \$12,039. This is equivalent to the annual salary of position 00002, CDCII, at \$48,156 from April 1, 2018 to June 30, 2018. The election will be held on November 6, 2018.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00002, CDCII is not vacant during the period in which I am the Acting Circuit Court Clerk, consequently funds cannot be transferred from this position.</p>	\$0.00	Approved at no additional cost to the Compensation Board.

773-18-10: CIRCUIT COURT CLERKS

CONSENT DOCKET

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	CIRCUIT COURT CLERK	April 10, 2018 Officers request to transfer the remaining salaries of the following vacant positions to Office Expense funds. Officers state they do not intend to fill these vacant positions in FY18.	\$0.00	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Pro-Rated Amount Approved
167	773	Russell County	4/10/2018	pos. 00007	CTI	Office Expense	21,278	5,319.50
		Russell County Total					21,278	5,319.50
710	773	Norfolk City	4/13/2018	pos. 00015	DCI	Office Expense	26,835	6,708.75
710	773	Norfolk City	4/13/2018	pos. 00019	SCT	Office Expense	26,710	6,677.50
710	773	Norfolk City	4/13/2018	pos. 00033	AA	Office Expense	30,393	7,598.25
710	773	Norfolk City	4/13/2018	pos. 00036	GOC	Office Expense	25,424	6,356.00
710	773	Norfolk City	4/13/2018	pos. 00037	DCII	Office Expense	28,454	7,113.50
710	773	Norfolk City	4/13/2018	pos. 00039	DCII	Office Expense	30,393	7,598.25
710	773	Norfolk City	4/13/2018	pos. 00045	DCI	Office Expense	25,422	6,355.50
710	773	Norfolk City	4/13/2018	pos. 00047	DCI	Office Expense	25,422	6,355.50
		Norfolk City Total					219,053	54,763.25
		Grand Total					240,331	60,082.75

VARIOUS	CIRCUIT COURT CLERK	April 12, 2018 Officers request to transfer Vacancy Savings to Office Expense funds.	\$0.00	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
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FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
550	773	Chesapeake City	4/16/2018	Vacancy Savings	Office Expense	77,909.26	\$25,967.40
710	773	Norfolk City	4/11/2018	Vacancy Savings	Office Expense	149,001.16	\$149,001.16
		Grand Total				226,910.42	174,968.56

771-18-10: COMMISSIONERS OF THE REVENUE

CONSENT DOCKET

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHESTERFIELD COUNTY	COMMISSIONER	April 18, 2018 – Officer requests to transfer \$892 (pro-rated \$704.40) of Base Temporary Funds in order to fund an internal salary adjustment for position 00014, DII, from an annual salary of \$37,495 to \$38,387, effective 9/16/2017. The requested transfer for the salary action is retroactive to 9/16/2017 to correct an erroneous use of turnover savings to originally complete the salary action.	\$0.00	The Compensation Board approved a transfer of \$892 (pro-rated \$704.40) from base Temporary salaries funds to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's base Temporary funds budget in the current as well as subsequent fiscal years

FIPS	Office	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Requested Salary	Amount Requested	Pro-Rated for FY18
041	771	Chesterfield County	4/18/2018	Temporary	DII	Position 00014	\$37,495	\$38,387	\$892.00	\$704.40
							Total		\$892.00	\$704.40

774-18-10: TREASURERS

CONSENT DOCKET

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
DEPUTY TREASURERS' CAREER DEVELOPMENT PROGRAM	TREASURER	<p>April 18, 2018 - The Treasurers' Career Development Program Audit Committee requests to remove the language on Item M. of the Certification of the Career Development Program for Deputy Treasurers which requires deputies to be 'duly sworn by the Clerk of the Circuit Court'.</p> <p>While all employees in the Treasurers' offices are eligible to participate in the Deputy Treasurers' Career Development Program, there are some officers that do not "swear in" all employees.</p>	\$0.00	Approved as requested. Compensation Board requests that staff complete updates to program documents to reflect this change.

OTHER MATTERS

NEW BUSINESS:

REGULAR DOCKET				
<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #18/09.	N/A	Approved.
2. COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, May 23, 2018 at 10:00 a.m. and Wednesday, June 27, 2018 at 10:00 a.m.	N/A	Confirmed.
3. BUDGET HEARING	COMPENSATION BOARD	Date for Compensation Board Budget Hearing is pending approval by the legislature of a budget for FY19; hearing is tentatively scheduled for the next regularly scheduled Compensation Board monthly meeting date immediately following concurrence on a budget for FY19 by the House and Senate.	N/A	Noted.
4. FY19 DRAFT BUDGET ALLOCATIONS	COMPENSATION BOARD	Staff presents updates to FY19 draft budget allocations, pending legislative budget action.	N/A	Noted.
5. FY19 COMPENSATION BOARD MEETING SCHEDULE	COMPENSATION BOARD	Staff confirms the following dates for FY19 scheduled meetings. Unless otherwise noted, all meetings are at 10:00 a.m. and are set for the 4 th Wednesday of each month: <ul style="list-style-type: none"> • July 25, 2018 • August 22, 2018 • September 26, 2018 • October 24, 2018 • November 28, 2018 • December 19, 2018 (3rd Wednesday) • January 8, 2019 (Tuesday – 2:00 p.m.) (special meeting to discuss legislation) • January 23, 2019 • February 27, 2019 • March 27, 2019 • April 11, 2019 (Thursday) (budget hearing) • April 24, 2019 • May 22, 2019 • June 26, 2019 	N/A	Approved.

OTHER MATTERS

NEW BUSINESS:

		REGULAR DOCKET			
<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION</u>	<u>BOARD ACTION</u>
6. TECHNOLOGY TRUST FUND COLLECTIONS	COMPENSATION BOARD	<p>Collections: FY18 collections for July through March totaled \$4,929,714.50, a decrease of 7.43% compared to the same period of collections in FY17.</p> <p>Expenditures: FY18 year-to-date Clerk's expenditures through 4/19/18, which includes March reimbursements, totaled \$2,629,020 or 36.29% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections, FY18 TTF total collections would be approximately \$6.57 million, a decrease of 6.93% compared to FY17 collections.</p>	N/A	Noted.	

**CLOSED MEETING
COMPENSATION BOARD DOCKET #18/10
April 25, 2018**

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman (vacant). (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

(vacant), Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

(vacant), Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

FOR YOUR INFORMATION NONE.

Public Body : Compensation Board
Date: April 25, 2018
Time: 10:00 a.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: (vacant), Chairman
Craig Burns, Ex Officio member (present)
Martha Mavredes, Ex Officio member (present)

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